

STATE OF NEW HAMPSHIRE
2010-RRG-02
REQUEST FOR PROPOSALS – HEALTH POLICY SERVICES

INTRODUCTION

The New Hampshire Insurance Department (NHID) is requesting proposals for a Contractor to perform consulting services for the NHID. Pursuant to the NHID rate review grant and NH Senate Bill 392 (<http://www.gencourt.state.nh.us/legislation/2010/SB0392.html>), an Act Requiring Public Hearings Concerning Health Insurance Cost Increases, the NHID seeks assistance with evaluating the impact on New Hampshire medical care prices paid by commercial health insurance carriers due to the relative proportion of patients on Medicare, Medicaid, without insurance, or due to the sickness and complexity levels of patient populations. This arrangement will continue through September 30, 2011, with the option to renew the contract.

GENERAL INFORMATION/INSTRUCTIONS

Sealed envelopes containing three copies of the proposal will be received until 4 pm local time, on November 19, 2010, at the New Hampshire Insurance Department, 21 South Fruit Street, Suite 14, Concord, New Hampshire, 03301. Sealed envelopes should be clearly marked “Attn: Tyler Brannen, Health Care Statistician, RE: RFP for Health Policy Services”.

Alternatively, you may email your proposal as a PDF attachment to tyler.brannen@ins.nh.gov. E-mailed proposals will be received until 4 pm local time, November 19, 2010.

Proposals should be prepared simply and economically, providing a straightforward, concise description of bidder capabilities to satisfy the requirements of the RFP and the methodology the bidder proposes to use. Emphasis should be on completeness and clarity of content.

Evaluation of the submitted proposals will be accomplished as follows:

- (A) General. An evaluation team will judge the merit of proposals according to the general criteria defined herein.

Officials responsible for the selection of a Contractor shall insure that the selection process accords equal opportunity and appropriate consideration to all who are capable of meeting the specifications.

Failure of the applicant to provide in its proposal all information requested in the Request for Proposal may result in disqualification of the proposal.

- (B) Specific. A comparative scoring process will measure the degree to which each proposal meets the following criteria:

- (1) Specific skills needed for evaluating whether health care provider price variations paid by commercial health insurance carriers correlate with the sickness or complexity of the population served, the relative proportion of patients on Medicare or Medicaid that are served by the provider, the cost to the health care provider of delivering the service, or the relative proportion of free or reduced care provided to the uninsured. The proposal must include a listing of references of recent engagements of the vendor that reflect the skills appropriate for work on this project, including telephone numbers and specific persons to contact.

25 percent

- (2) General qualifications and related experience of the vendor. Knowledge of New Hampshire insurance carriers and health care providers, payment systems, Medicare, Medicaid, the uninsured and available data sources. Good communication skills and demonstrated ability to work with both industry and regulatory personnel to achieve appropriate and adequate insurance industry regulation in New Hampshire. Industry experience preferred. The proposal must include a summary of experience, including current staff resumes.

30 percent

- (3) Timeframe and deliverables. The proposal must specify a timeframe in which the entity commits to project deliverables as they are developed. The proposal should be quite specific about the steps that will be taken by the vendor. Deliverables might include a report delineating the effect, if any, cost shifting occurs, methodologies to facilitate greater understanding of how Medicare and Medicaid reimbursement rates impact provider charges and health insurance premium rates, methodologies to facilitate greater understanding of how uncompensated care impacts provider charges and health insurance premium rates.

15 percent

- (4) Derivation of cost for the staff time. The proposal should include the hourly or daily rate for individuals, and an estimate of the amount of time each person might be expected to expend on the project. The proposal must also include the expected out-of-pocket expenses in the fixed cost. The proposal might include not-to-exceed limits. The response required pursuant to this part shall be sufficiently detailed to create a general expectation of the cost anticipated.

30 percent

- (C) Conflict of Interest. The applicant shall disclose any actual or potential conflicts of interest.

- (D) Other Information. The New Hampshire Insurance Department will accept written questions related to this RFP from prospective bidders with the deadline being November 10, 2010. Questions should be directed to Tyler Brannen, Health Care Statistician, New Hampshire Insurance Department. Alternatively, you may email your questions to Mr. Brannen at tyler.brannen@ins.nh.gov.

A consolidated written response to all questions will be posted on the New Hampshire Insurance Department's website www.nh.gov/insurance by November 16, 2010.

The successful bidder or bidders will be required to execute a state of New Hampshire Contract. A form P-37 contains the general conditions as required by state of New Hampshire purchasing policies and the Department of Administrative Services. Although this standard contract can be modified slightly by mutual agreement between the successful bidder and the New Hampshire Insurance Department, all bidders are expected to accept the terms as presented in this RFP.

All proposals will be publicly opened at the above stated date and time. Proposals received after the above date and time will not be considered. The state reserves the right to reject any or all proposals.